

# Park Facility Rental Application

ALL LOCATION APPROVALS ARE BASED ON AVAILABILITY

Spring Grove Regional Parks and Recreation Center  
1472 Roth's Church Road, PO Box 349, Spring Grove PA 17362  
Phone: 717-225-9733 Fax: 717-225-9792



Applicant: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

Purpose/Event: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_  
(\*\*Please see attendance requirements below)

Rental Date Requested: \_\_\_\_\_ Time Requested: \_\_\_\_\_ to \_\_\_\_\_

Email: \_\_\_\_\_

**Site of Requested Rental (Please Circle Choice):** \*Note Jackson Township Parks are on Pg.2

Farmers Field – Paradise Township

Spring Grove Community Park

**Facility Being Requested at Park (Please Circle):** Pavilion (Fees listed below) Electricity: YES NO

Field #1(Closest to pavilion )  
(Farmers Field )

Field #2  
(Farmers Field )

Thoman Field  
(SG Cmty Park)

Community Park Field  
(SG Cmty Park )

Court(s): Basketball  
(SG Cmty Park )

Volleyball  
(SG Cmty Park )

Dog Park (SG Cmty Park)

**Special Request /Park Amenities (Please Circle):** Additional Fees/Permits apply

Special Requests: \_\_\_\_\_

**Fees:** \$125.00\* per Pavilion OR for *Exclusive* Field or Court Usage up to Six (6) Hours

\$150.00\* per Pavilion OR for *Exclusive* Field or Court Usage Dawn to Dusk (All day usage)

\*In addition, actual costs will be invoiced for repair of any damages determined to be caused by the rental party and discovered during a post rental inspection of the facility.

\*\*A minimal additional fee is associated for "Special Events" and groups over 100 people.

**ALL FACILITIES ARE NON SMOKING and ALCOHOLIC BEVERAGES /DRUGS PROHIBITED**

**Refund Policy:** If the event must be cancelled, refund requests must be made to the Rec Center phone number at least 24 hours prior to the request rental time or no refunds will be issued.

No refunds will be given for inclement weather.

**Emergency Contact: Recreation Director- Kate King 1-814-442-0020 or Recreation Center 717-225-9733**

**NOTICE:** We require that each rental party take responsibility for cleaning up the area after their rental. This application, if approved, will serve as your permit for the use of the property described above and must be on the person responsible at the site at all times during the rental period.

**Please make sure all trash is disposed of in the proper trash cans or dumpster**  
**All renters agree to follow all State, Local and CDC guidelines in regards to COVID-19**

I, the undersigned, have read the terms and conditions governing the use of the Park property and agree to accept responsibility for the accuracy of the information I have entered upon this application. I realize that violations of the park rules and or mis-information on this application may result in not being issued permits in the future and members of the group and or myself may be subject to a fine.

I also fully understand and accept the risks involved in using the approved rental facilities and amenities and I absolve the Spring Grove Regional Parks and Recreation Center, Paradise Township and Spring Grove Borough from all liability for any personal injury incurred through my usage.

Signature: \_\_\_\_\_  
(Applicant)

Signature: \_\_\_\_\_  
(SGRPRC Executive Director)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

.....DO NOT WRITE BELOW LINE: OFFICE USE ONLY.....

**Rental Facility Approved:**

Pavilion \_\_\_\_\_ Field: \_\_\_\_\_ Other: \_\_\_\_\_

**Payment Information: Amount: \$** \_\_\_\_\_

CC/Cash/Check No: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/20\_\_

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Purpose/Event: \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_  
 (\*\*Please see attendance requirements below)

**Rental Date Requested:** \_\_\_\_\_ **Time Requested:** \_\_\_\_\_ **to** \_\_\_\_\_

**Site of Requested Rental (Please Circle Choice):**

**Stoneledge Park – Jackson Township**

**Little Creek Community Park—Jackson Township**

**Facility Being Requested at Park (Please Circle):**

**Pavilion**

**Stoneledge Multipurpose Field  
 (Field ONLY)**

**Basketball Courts**

**Multipurpose Fields Community Park**

**Pickelball Court**

**Electricity: YES NO**

**Special Request /Park Amenities (Please Circle): Additional Fees/Permits apply**

Special Requests: \_\_\_\_\_  
 \_\_\_\_\_

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 (Applicant)

**Signature:** \_\_\_\_\_  
 (SGRPRC Executive Director)

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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**Rental Facility Approved:**  
 Pavilion \_\_\_\_\_ Field: \_\_\_\_\_ Other: \_\_\_\_\_

**Payment Information: Amount: \$** \_\_\_\_\_  
 CC/Cash/Check No: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/20\_\_